

Institute of Dentistry
420th meeting of (Dental) SSLC held on 8th July 2020
Microsoft teams
Student Staff Liaison Committee

Minutes

(Chair) Mr Milton Justinsuthakaran

(Secretary): Ms Mariam Khan

Staff members present:

Dr J Berry (JB)
Dr A Crutchley (AC)
Dr D Hurst (DH)
Mr M Newbury (MN)
Dr A Ranauta (AR)
Ms R Hunter (RH)
Prof M Patel (MP)
Dr S Younas (SY)

Student members present:

Mr Milton Justinsuthakaran (MJ)
Ms Gurleen Muker (GM)
Ms Mariam Khan (MK)
Ms Areej Mehdi (AM)
Ms Zaynah Fariduddin (ZF)
Ms Helya Moghaddam (HM)
Ms Amina Arshad (AA)
Ms Shona Sawhney (SS)
Ms Roya Hashemi (RoH)

Apologies for absence:

Unaccounted absences:

N/A

Part 1: Preliminary items

Minutes of the previous meeting

40:20 **CONFIRMED**

Matters arising from the last minutes

	Action	Progress	Responsibility
33:20	Haleema Rabeea to email Mr Audsley and Ms Mclean the list of lectures so they can all be put under one section on QMplus	Completed	Haleema Rabeea, Mr Audsley, Ms Mclean
33:20	Junaid Khalil to email Dr Vijjayan as first point of contact	Completed	Junaid Khalil, Dr Vijjayan
33:20	Junaid Khalil to email DH about the finance issue and the scale of the problem so he can then liase with welfare	Completed	Junaid Khalil, DH
33:20	AC to chase up exams office about releasing final BDS results	Completed	AC
33:20	Melody Shirazi and Maryam Zaman to have a meeting with AC to share what they have been told about graduation.	Completed	Melody Shirazi, Maryam Zaman, AC

Part 2: Programme delivery and other matters

41:20 Learning, teaching and assessment

NOTED BDS1 Matters –

- Students had queries regarding their lectures next year. AC has said there needs to be meetings with year leads to address these in more detail. Ultimately, the aim is to make online learning as interactive as possible but using a variety of different approaches. Most likely, some will be live, some will be pre-recorded but then possibly followed by a seminar. The plan is that the first term is delivered online with skills development in the lab to follow after Christmas. Blackboard Collaborate is the preference as it allows a greater degree of interaction and oversight into student engagement. DH has said for PHEBD, the same methods as employed in the past will be used where you have online material to cover before the session, followed by seminars. AC has said regarding time differences for international students, that having lectures in the morning or early afternoon should reduce the impact of the time difference as most international students, are ahead of the UK time zone. Trying to avoid having a separate group for international students as it decreases integration.
- Students had queries regarding tuition fees. AC has said there will not be

adjustments as students will still be receiving the same lectures and practical sessions, simply in a different order.

- Students had queries regarding opening times and distancing measures in the Garrod building and library. AC has said that the university will be working under social distancing rules that are in place. Paula Funnel has said library services are working within the University's phased approach to re-opening across all buildings. Risk assessments are being carried out across all library and library-managed study spaces at the moment, with a view towards the physical opening of buildings for the new intake of students in the academic year 2020-21.

NOTED BDS2 Matters

- Students wanted to know whether they could receive PowerPoints before the lectures take place. AC has said that he will pass this request onto the year leads and that it is a good idea to meet with the year leads so these queries can be raised with them directly.
- Students had queries regarding how often they would be in university next term. AC has said year leads have been working with subject leads to maximise students time on clinics in Whitechapel, Barkantine or Southend. Extra phantom heads have been purchased so that if patients do not attend, extra simulations can take place. This will help this year group to complete gateways that were not completed last year. AC has said he cannot answer specifically at this time how many days a week students will be in clinic. The aim is to maximise the time students are in simulation training and this may include creating groups of 10. A timetable is being made to achieve this. AR has said there would be an expectation that clinical training would include simulation and the numbers completed in simulation would count as the data that is collected at the end of an academic year. AR has said if patients do not attend appointments there will be a task to complete in a clinical session workbook which might take up the simulated version but this will count towards students entire clinical training in that year. Liftupp will be adapted to include any clinical activity, including nursing.
- Students wanted to know whether there was anything to review before September 2020. AC has suggested to review topics that were not completed to readdress the previously mentioned gateways shortfall.
- Students wanted to know whether they would have to take previously completed gateways again. AC has said yes, everyone is expected to reskill.

NOTED DHT1 Matters

- Students were wondering if online lectures could use the same format i.e. Blackboard or Microsoft teams. AC has said the aim is to use Blackboard Collaborate as the standard.

NOTED BDS3 Matters

- Students wanted to know whether a rule could be implemented whereby lecturers could answer any questions by students at the end of a lecture

rather than asking in the middle. AC has said sometimes this can help students by clarifying their concerns which may lead them to understand the rest of the lecture better. AC has suggested if there is too much disruption then tutors could possibly consider asking for all questions at the end or alternatively having a separate open office type event for students to ask questions.

- DH suggested the possibility of having a way where staff work with students on developing some guidelines for how to manage lots of questions and other similar matters that can arise during online learning. DH has had experience in this already.

NOTED BDS4 Matters

- Students wanted to know if they could have progress reports to see how they are doing before returning to university with respect to the requirements. AC has said students have access to their own Liftupp data. A summary of students Liftupp data is being drawn together, recognising this is not a normal situation and this is being taken to account so staff can help students phase their way in. There have been talks regarding how staff can help students through the year so they can judge their progression due to the tight timeline. JB has been looking if all the disciplined leads have submitted data up until the 19th of March when students finished on clinics. AR and JB are formulating a Liftupp analysis that will give an indication of each students position on the 19th of March.
- AR suggested the possibility of having a personal development plan which students populate. This could work by students being given a template and populating it themselves with what they feel is going to be valuable for their own development. The purpose of this is to be constructive so students can tailor their own development as a clinician so students can be honest about their strengths and weaknesses and work forwards from this, with staff support. AR has suggested that students populate these themselves over the summer break. Possibly have disciplines represented within each section and a reflective part for students. Liftupp data could also be part of this. Moving forward, students could then further populate it with additional practice of what students do to overcome hurdles. SS agrees this is a good idea that she believes her year group will be in favour of. **AR to develop a personal development plan template and share it with 5th years for them to complete over the summer break.**
- Students had concerns regarding clinics and when they are going to start. AC is hoping for 5th years to have as much time on clinic as possible and 5th years will be prioritised for patients. AC has said they have been looking to get extended days and extra clinics to try and ensure that students can get the best experience they can with patients. Cannot say at this point when students will get to see patients however AC is hoping for the second week of September when students have reskilled.

- Students wanted to know whether they would be going to outreach clinics, which has previously not been the case for 5th years. AC has said if more patients are going to Southend then staff may have to reflect on whether 5th years should be sent to Southend to give students more experience.
- Students were wondering if requirements will be lowered for their year group. AC has said the requirements will have to be reflective of what students will be able to treat. This is where the previously mentioned simulation and nursing students will have to do for each other will come into play and contribute to this process. Nursing will have to become an integral part and this may also mean that junior years will have to nurse for the senior years to build up experience. AC has said that it is very important for students to be actively engaging and being present to maximise what they can do out of what training is available as there is no capacity for students to miss sessions.
- Students were wondering if there was a contingency plan in place if a second wave were to occur. AC has said we would most likely have to go back online but would have to assess the situation and a solution will be found on how to deal with it. AR has said the plan is to try and keep the hospital a coronavirus free site. All the rules that students have previously been sent regarding coming in for the pilot will most likely stay in place in September, including ensuring you are fit and well when you come in and do not have symptoms. If there is another Covid 19 peak, the dental hospital will continue as a dental hospital as far as possible and will continue to deliver some form of dental service. It may not be appropriate for undergraduates to be in the building at that time but it may be appropriate for postgraduates or others to carry on delivering service. Or if students feel comfortable, 5th years to continue coming in for the planned sessions, whilst being safe.
- Students were wondering how lab work would be handled. AR has said the requirements for pros would change. Whether there will be patients where you can deliver dentures on, bearing in mind certain aspects of denture provision remain AGP and some are non-AGP, it is difficult to tell. There may be a lab session on making dentures in the lab. For patients that have already been seen, there will be a protocol for triaging these patients and there will be correspondence and communication to let them know that patient care is out of student's hands and therefore we are unable to tell them when undergraduates will be able to treat them. Patients will then have a choice to possibly seek treatment elsewhere.
- Students were wondering if they could have an update on whether they are able to receive a QM bursary. DH has said that students are only able to receive the QM bursary when they are paying fees. In 5th year, the NHS pays students fees and this is why students do not have access to the QM bursary. However, students are encouraged to apply for the

financial assistance fund and to look at the guidance produced for medical and dental students around funding options and possibilities which is in an email that has been sent to students. Additionally, the dean's hardship fund is welcoming students to apply.

- Students were wondering why they were not given the option to apply for student finance England (SFE), they have to take the NHS bursary and many students would have preferred the SFE option. **DH will find out more information regarding this.**
- Students were wondering if 5th years could have accommodation in Floyer House. AC has said Queen Mary's approach to first years is that they still want first years to have the campus experience. AC has emailed residential services and Barbara Ashcroft has said first years have to be prioritised but if students do not take up these rooms they would be available. **AA or SS should communicate with Jo Mitchell who is the SMD accommodation officer and she will provide more information.**
- Students were wondering how the university is going to support them through the new DFT recruitment process. AC has said a programme will be run supporting students through the process. In early September there will be talks regarding how the DFT process has changed. AR has said this will include an SJT session where a mock SJT will be done followed by a debrief.

NOTED BDS5 Matters- Nothing to report

NOTED DHT2 – Nothing to report

42:20 **Learning Resources**

NOTED Library facilities/ resources: Nothing to report
E-learning/QMplus: Nothing to report

43:20 **Academic support**

NOTED PASS: Nothing to report
Mentoring: Nothing to report

44:20 **DQAC & DEC Report**

NOTED Nothing to report

45:20 **EDSA& BDA Report**

NOTED Nothing to report

46:20 **Events**

NOTED Nothing to report

47:20 **Elective report**

NOTED Nothing to report

48:20 **Date of next Meeting**

NOTED To be confirmed

Action Sheet: Student-Staff Liaison Committee

	Action	Progress	Responsibility
41:20	AC to pass on students request to have PowerPoints uploaded before the lecture onto year leads	Ongoing	AC
41:20	AR to develop a personal development plan template and share it with 5 th years for them to complete over the summer break	Ongoing	AR
41:20	DH to find out more information regarding whether 5 th years can choose SFE instead of the NHS bursary	Ongoing	DH
41:20	AA and SS to communicate with Jo Mitchell regarding provision of accommodation in Floyer House to 5 th years	Ongoing	AA, SS